

Sullivan County NH

Type of Meeting: Board of Commissioners - FY 06 Budget Work Session

Date / Time: April 25, 2005; 8:30 AM

Place: Newport - Commissioners Conference Room

ATTENDEES: Commissioner Donald Clarke - *Chair*, Bennie Nelson - *Vice Chair* and Ethel Jarvis - *Clerk*; Ed Gil de Rubio - *County Manager*; Rep. Brenda Ferland - EFC Delegation Chair, Dodi Violette - *Accounts Clerk I*, Sharon Johnson-Callum (minute taker).

1:35 The meeting was brought to order by the Commissioner Chair.

Budget binders were disbursed to all in attendance. It was noted the binders did not include detail, and therefore, the first (white) binders County Manager had given first should be referred to when details are needed. After a brief discussion, it was decided to go through each department, then review the revenues in entirety and make motions.

Fund 10 Budget Revenues: General Page 1 - 2

Commissioners, County Manager and Ms. Violette discussed the \$10,000 shown in 10.100.08056 *Sale of Cord Wood* line and the zero balance reflected in the 10.100.08055 *Sale of Timber* line. Commissioners questioned amount for forest harvest.

Minute taker left room to attain the NEFC Inc Forest Management Plan Sullivan County Farm Woodlands dated 4/30/2003.

Copies were disbursed of the *Forest Management Work Plan* (Section 4 of booklet). Group decided to move the \$10,000 from 10.100.08056 to *Sale of Time* line 10.100.08055. This would not affect the Grand Total of Fund 10, shown on page 2.

9:12 A motion was made by Commissioner Nelson to approve page 1 & 2 without any changes to the Grand Total. Commissioner Jarvis seconded the motion. There was no discussion. A voice vote was taken and motion carried unanimously.

Fund 22 Budget Revenues: Registry of Deeds Page 3

Group reviewed. Amount shown as \$450,000. Commissioners would like to increase.

9:16 A motion was made, by Comm. Nelson, to increase to the registry of deeds [line 22.420.02011] to \$475,000. Comm. Jarvis seconded the motion. There is no discussion. A voice vote was taken and the motion carried unanimously.

Fund 24 Budget Revenues: Grants Page 4 - 5

Group discussed.

9:17 A motion was made, by Commissioner Nelson and seconded by Commissioner Jarvis, to approve page 4 and 5 [lines 24.345.04300 through 24.946.05000]. There was no further discussion. A voice vote was taken and motion carried with all in favor.

Fund 30 Budget Revenue: Intergovernmental Page 6

Group discussed. The total is \$341,760.

9:18 A motion was made by Comm. Nelson and seconded by Commissioner Jarvis to approve Page 6 [lines 30.097.03011 through 30.097.03016] Grand Total. There was no further discussion. A voice vote was taken and motion carried with all in favor.

Fund 40 Budget Revenue: Nursing Home Page 7- 9

It was decided to review and ratify each line amount.

04008 Insurance Refund \$22,446.

9:20 A motion was made, by Commissioner Nelson, to approve the Nursing Home: Insurance Refund line. Commissioner Jarvis seconded the motion. No discussion. A voice vote was made and motion carried unanimously.

04009 Income State Welfare \$5,625.343.

9:22 A motion was made, by Commissioner Nelson, to approve the amount in the Income from State Welfare line. Commissioner Jarvis seconded the motion. No discussion. A voice vote was taken and motion carried unanimously.

05022 Income from Private \$1,494,675

Discussion on the Private Income line commenced.

Minute taker left room to attain copy of Nursing Home census handed out to Commissioners at meeting, and returned to circulate.

9:31 A motion was made, by Commissioner Nelson, to leave the Income from Private at \$1,494,675. Commissioner Jarvis seconded the motion. There was no discussion. A voice vote was taken and motion carried unanimously.

05023 Private Insurance Revenue \$15,000

9:32 A motion was made, by Commission Nelson, to leave the Private Insurance Revenue as is. Commissioner Jarvis seconded the motion. There was no further discussion. A voice vote was taken and motion carried unanimously.

05024 Cafeteria Income \$600

9:34 A motion was made, by Commission Nelson, to leave the Cafeteria Income line as is. Comm. Jarvis seconded the motion. There was no further discussion. A voice vote was taken and motion carried unanimously.

05025 Bad Debts Recovered \$0

Group discussed. The Commissioners noted they would like to see this area worked on.

9:35 A motion was made, by Commissioner Nelson, to approve the zero balance in the Bad Debts Recovered line, and work at it. It was noted nothing was listed for dollar amount. A voice vote was taken and motion carried unanimously.

05026 Misc. Income \$100

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The group discussed the line details.

9:36 A motion was made by Commissioner Nelson and seconded by Comm. Jarvis to approve the Misc. Income line. There was no further discussion. A voice vote was taken and motion carried unanimously.

05027 Medicare Part A Revenue \$0

9:37 A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis to approve this amount. There was no discussion. A voice vote was taken and the motion carried unanimously.

05028 Rent Income \$0

Group discussed the apartments and intent to stop leasing effective Aug 1st, one month after fiscal year end, and therefore, they may receive one-month rent from the three tenants. On the other hand, tenants may leave ahead of time.

9:39 A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis to approve the Rental Income line at \$1,000. There was no further discussion. A voice vote taken and motion carried unanimously.

It was decided to reconsider the Fund 10 Land Rental line 10.100.08058, which reflected the amount of \$0.

9:40 An amendment was made, by Commissioner Nelson and seconded by Commissioner Jarvis, on the Land Rental line [08058] to change to amount to \$1,650, which encompasses: \$500 from the Beagle Club, \$500 from the Hay Barn and \$650 from the Sugar House. There was no further discussion. A voice vote was taken and motion carried unanimously.

Group returned to discussions regarding Fund 40 Revenues.

Fund 40 Continued ...

05030 Laundry Revenue: SCNH \$72,000

9:49 A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis, to approve the amount of the Laundry Income line. There was no further discussion. A voice vote was taken and motion carried unanimously.

05031 Respite Care: Private \$3,900

Commissioners want to see a push on respite care marketing, but decided, because this is a Genesis recommendation, they will hold Genesis to the amount.

9:50 A motion was made by Commission Nelson and seconded by Commissioner Jarvis, to approve the amount the Respite Care: Private line. There was no further discussion. A voice vote was taken and motion carried unanimously.

05033 Administrative Services \$0

9:52 A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis, to approve the administrative services line. There was no further discussion. A voice vote was taken and motion carried unanimously.

05034 Meals Reimbursement \$200,000

9:53 A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis to approve the meals reimbursement line. No further discussion. A voice vote was taken and motion carried unanimously.

05036 Prior Year Surplus \$0

Group discussed the line. This amount is per Auditors.

9:54 A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis. There was no further discussion. A voice was vote taken and motion carried unanimously.

05037 Respite Care: HCBC \$28,800

Representative Ferland recommended allowing Delegation to handle this line at last minute, due to possible State changes. Group agreed.

9:55 A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis. There was no further discussion. A voice vote was taken and the motion carried unanimously.

05038 Proportionate Share Fund \$1,200,000

County Manager noted this amount was received from Jim Fadeema. Group discussed.

10:00 A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis, to leave the amount at 1.2 million. There was no further discussion. A voice vote was taken and the motion carried unanimously.

05039 Medicaid Assessment \$1,240,000

10:01 A motion made by Commissioner Nelson and seconded by Commissioner Jarvis, to leave the Medicaid Assessment line at \$1,240,000. Discussions on calculations commenced. Ms. Violette left the room to attain a document, per County Manager request, which showed calculations. A voice vote was taken and the motion carried unanimously.

05040 Medicare Part B PT Revenue \$166,200

This is the physical therapy. Group discussed, with marketing of acute care, that the revenue might increase. County Manager confirmed this was a Genesis number. Group discussed further.

10:06 A motion was by Commissioner Nelson and seconded by Commission Jarvis to approve the Medicare Part B PT revenue at \$166,200. There was no further discussion. A voice vote was taken and the motion carried unanimously.

05041 Medicare Part B OT Revenue \$163,800

10:07 A motion was made, by Commissioner Nelson and seconded by Commissioner Jarvis, to approve the same amount. There was no further discussion. A voice vote was taken and the motion carried unanimously.

05042 Medicare Part B: Speech Revenue \$2,400

10:07 A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis to approve the same amount. There was no further discussion. A voice vote was taken and the motion carried unanimously.

05050 Medicare Part A: Room Rate Revenue \$1,300,000

Group discussed calculations, which entails: 10 patients multiplied by \$350 per day multiplied by 365 days in a year.

10:08 A motion was made, by Commissioner Nelson and seconded by Commissioner Jarvis, to approve the line amount to stay same. There was no further discussion. A voice vote was taken and the motion carried unanimously.

Fund 40

Medicare Part A's and NHDES Sewer Grant Page 9

Group discussed: Part B is outpatient individual daily therapy. Part A is Inpatient stay at facility. Discussed that these lines were the eliminated by the auditors, and Part A was moved to Medicare Part A Room Rate. Balances reflected zeros on all on this page, except the NHDES Sewer Grant.

06045 NHDES Sewer Grant \$60,173

This is the Nursing Home share of paying back the grant, a grant received for the sewer line update to Claremont.

10:19 A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis to approve the NHDES Sewer Grant line at \$60,173. There was no further discussion. A voice vote was taken and carried with all in favor.

It was noted the Grand Total of Fund 40 would change to \$11,596,437, with the one change in the Rent Line.

End of Report Page 10 \$23,966,520

10:20 A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis to approve the new End of Report dollar amount as \$22,993,170. There were no further discussions. A voice vote was taken and the motion carried unanimously.

Budget Expense Report by Department Page 1-161

It was decided to review and ratify each department in this section; however, the first motion is just for one line.

Fund 10

Commissioners Office Department

10.400.1000 Elected Official Salary \$24,006

10:36 A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis to approve the amount of \$24,006. There was no further discussion. A voice vote was taken and the motion carried unanimously.

After discussion, group decided to get back on track and approve the entire department.

10.400.1000 - 2300 \$259,176

10:37 A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis to approve the Commissioners Office total at \$259,176. There was no further discussion. A voice vote was taken and the motion carried unanimously.

County Treasurer Department

10.401.1000 - 22093\$6,472Page 3

10:38 A motion was made by Commissioners Nelson and seconded by Commissioner Jarvis to approve the \$6,472.00. There was no further discussion. A voice vote was taken and the motion carried unanimously.

Auditors Department

10.402.12021 - 12023 \$43,500 Page 4

10:39 A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis to keep the total line at \$43,500. There was no further discussion. A voice vote was taken and the motion carried unanimously.

County Manager

10.403.1001 - 22093\$137,615 Page 5 - 6

10:41 A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis to approve the decrease [from County Manager budget to Commissioners budget] at \$137,615. There was no further discussion. A voice vote was taken and the motion carried with all in favor.

Incentive Funds

10.404.15051-15075\$141,550 Page 7 & 8

10:44 A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis to approved the \$141,550. There was no further discussion. A voice vote was taken and the motion carried unanimously.

Payroll Office

10.405.1001-22093 \$81,480 Page 9 & 10

A short discussion commenced on the extra payroll in FY 06.

10:47 A motion was made, by Commissioner Nelson and seconded by Commissioner Jarvis, to approve the \$81,480.00 total. There was no further discussion. A voice vote was taken and the motion carried unanimously.

Conservation Department

10.406.1001-22093 \$53,501 Page 11

10:49 A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis to level fund the department at \$53,501. There was no further discussion. A voice vote was taken and the motion carried unanimously.

Emergency Reserve

10.407.21095\$25,000 Page 12

History of fund discussed - suggested originally by Delegation. Protocol discussed: County Manager reviews the emergency, Commissioners and then the Delegates approve of use of the funds. Fund only used as a "safety valve".

10:50 A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis to level fund at \$25,000. There was no further discussion. A voice vote was taken and the motion carried unanimously.

County Attorney's Office

10.410.1000-22093 \$412,909 Page 13 - 14

10:56 A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis to increase [County Manager Budget reflected \$405,909] to \$412,909. There was no further discussion. A voice vote was taken and the motion carried with all in favor.

Victim Witness

10.411.1001 - 22093 \$58,413 Page 15 - 16

10:58 A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis to decrease [County Manager budget was \$58,713] to \$58,413. There was no further discussion. A voice vote was taken and the motion carried unanimously.

Depreciation Expense

10.430.21098 \$0 Page 17

Ms. Violette indicated to group, on the next budget report she would query it to remove any accounts showing zero.

Sheriff's Office

10.440.1000 - 22093 \$508,566 Page 18 - 19

10:59 A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis to level fund at \$508,566. There was no further discussion. A voice vote was taken and the motion carried unanimously.

Deputy Sheriff

10.442.1001-22093 \$0 Page 20

Group discussed that this was zeroed out and rolled into the Bailiffs lines.

Deputy Sheriffs Bailiffs

10.443.1001 - 22093 \$62,458 Page 21

11:02 A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis to approve the \$62,458. There was no further discussion. A voice vote was taken and the motion carried unanimously.

Medical Referee

10.450.11019 - 12030 \$23,600 Page 22

11:03 A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis to approve the \$23,600. There was no further discussion. A voice vote was taken and the motion carried unanimously.

Court House

10.460.1001-22093 \$118,972 Page 23 - 24

11:03 A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis to approve the \$118,972 for the department. There was no further discussion. A voice vote was taken and the motion carried unanimously.

11:55 a.m. Group broke for a NHAC tele-conference call at noon and for lunch.

1:00 p.m. *Group reconvened.*

Cooperative Extension Service

10.475.10001-22093\$216,810 Page 25-26

During discussion on the Extension Service Office, it was noted mileage calculations were based on .40 throughout the entire FY 06 budget. It was also noted that the mileage reimbursement was currently .34 cents, and would need the Delegation to approve of an increase, to be more reflective of the State or Federal government. Representative Ferland will bring this up at the next Delegation meeting, set for May 6th.

1:08 A motion was made, by Commissioner Nelson and seconded by Jarvis to approve the \$216,810 for the department. There was no further discussion. A voice vote was taken and the motion carried unanimously.

Human Services

10.490.10001-22093\$4,324,263 Page 27 - 28

11:16 A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis to approve the \$4,324,263 for the department. There was no further discussion. A voice vote was taken and the motion carried unanimously.

Long Term Care

10.491.10001-22093\$0 Page 29

Not an active department.

Woodhull County Complex

10. 497.12029-22093 \$76,817 Page 30

11:17 A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis to keep the amount at \$76,817. There was no discussion. A voice vote was taken and the motion carried unanimously.

Human Resources

10.520.10001-22093 \$0 Page 31

It was noted this was zeroed out and moved to Fund 30.

Operations of Plant

10.550.10001-21097\$0 Page 32-33

It was noted this was zeroed out, also, and moved to Fund 30.

Department of Corrections

10.600.05997-22095\$2,547,472 Page 34-36

11:46 A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis to approve the \$2,547,472.00 for the DOC. There was no further discussion. A voice vote was taken and the motion carried unanimously.

Facilities

10.700.10001-22093\$0 Page 37

It was noted this was also zeroed out as transferred to Fund 30.

Y2K Expenses

10.800.19082\$0 Page 38

Account no longer in use.

County Grants

10.861.15051-15072\$125,000 Page 39

Rep. Ferland may ask for an increase in this line of the Delegation, as the \$125,00 can't satisfy everyone's request, without cutting deep. Ferland discussed possible recommendation with the group.

11:53 A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis to increase this line to \$150,000. There was no further discussion. A voice vote was taken and the motion carried unanimously.

Western Regional Development

10.870.10001-21098\$0 Page 40

Account no longer in use.

Interest Notes

10.900.20092\$28,500 Page 41

12:42 A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis to approve the \$28,500. There was no discussion. A voice vote was taken and the motion carried unanimously.

Interest Payment 10.910.20090\$0 Page 42

Interest on Bonds 10.920.20090\$0 Page 43

Principal & Interest on Bond 10.970.20090\$0 Page 44

No action needed as all lines reflect zero.

Delegation Expenses

10.980.12020\$7,100Page 45

Rep. Ferland indicated she would be noting to Delegation Chair that a Delegate attend the NHAC. Commissioners and County Manager pointed out that they had budgeted for three to attend and was part of the \$6,100.

12:44 A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis to approve the \$7,100. There was no further discussion. A voice vote was taken and the motion carried unanimously.

Miscellaneous: Per Auditors 10.985.15051\$0 Page 46

Depreciation Expense 10.990.21098\$0 Page 47

Transfer In 10.995.0990 \$0 Page 48

No action taken as all lines reflect zero.

Transfer In/Out

10.997.05997-09900\$35,162 Page 49

County Manager explained this was the transfer for the Human Resources

12:45 A motion was by Commissioner Nelson and seconded by Commissioner Jarvis to approve the \$35,162. There was no further discussion. A voice vote was taken and

the motion carried unanimously.

Prior Year Deficit

10,998.9999 \$0 Page 52-54

No action taken as the amount reflects zero.

Fund 22 Expenses

Registry of Deeds

22.420.05997-22093\$384,908 Page 52-54

12:48 A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis, to approve the \$384,908. There was no further discussion. A voice vote was taken and the motion carried unanimously.

Fund 24 Expenses

24.345.10001-17073\$30,000 Enforcing Underage Drinking Laws Page 55

24.445-10001-99999 \$0 Domestic Violence Grant Page 56

24.475.15051\$0 Cooperative Extension Service Page 57

24.500.19082\$0 Grant-Land Habitat Imp. Program Page 58

24.525.15051\$0 Homeland Security: Homeland I Page 59

24.526.15051\$55,000 WNHSOU Page 60

24.527.15051\$18,000 JAG Grant Page 61

24.545.22093\$15,880 COPS Grant Page 62

24.645.10001-22093\$18,774 Highway Safety/Outside Detail Page 63

24.646.10001-17073\$5,535Highway Safety Page 64

24.700.19082\$800 Facilities Page 65

24.725.15051\$1,000Emergency Planning Page 66

24.745.10001-22093\$33,000 Drug Task Force Grant Page 67

24.845.16066\$0 Radio Reimbursement Page 68

24.943.15051\$20,000 Strengthening Families Program Page 69

24.944.15051\$30,000 S.C. Court Intervention Program Page 70

24.945.10001-22093\$65,000 LADAC Page 71-72

24.946.10001-22093\$83,970 Workforce Grant Page 73

24.947.10001-22093\$112,008 CYC Page 74-75

24.948.15051\$0 Teen Center SuppliesPage 76

Fund 24

Grants Total \$448,967 Page 77

12:51 A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis to approved the total grants, \$448,967. There was no further. A voice vote was taken and the motion carried unanimously.

Fund 30

Intergovernmental

Human Resources

30.520.10001-22093\$219,764 Page 78

County Manager indicated there were no new positions, just transferred from old account number to new account number. It was noted that Human Resources received 5% increase in salary line.

12:54 A motion was made, by Commissioner Nelson and seconded by Commissioner Jarvis, to approve the \$219,764 for Human Resources Department. There was no further discussion. A voice vote was taken and the motion carried unanimously.

Operation of Plant

30.550.10001-22093\$959,673 Page 79-80

County Manager noted there were no new positions and that the department received the standard 3% pay increases. FT maintenance was taken out to place in DOC.

12:55 A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis to leave as \$959,673. Discussion: Commissioner Jarvis wanted it noted that she commended Mr. Chanis for great job done submitting the budget. A voice vote was taken and the motion carried with all in favor.

Central Supply

30.555.10001-21097\$52,880 Page 81

County Manager reminded the group a vacant position in Housekeeping was moved into this Central Supply Purchasing Department. The department will need a new computer and locks for doors, as it is a whole new department being established.

1:02 A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis for the amount of \$52,880 to remain. There was no further discussion. A voice vote was taken and the motion carried unanimously.

Facilities

30.700.16061-22093 \$8,960 Page 82

These are non-DOC and Nursing Home items, such as the: barn, tractor shed and men's annex.

1:03 A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis for the \$8,960 to remain. There was no further discussion. A voice vote was taken and the motion carried unanimously.

Transfer In/Out (This was a Transfer Out)

30.997.09900\$2,197Page 83

It was indicated this line was Human Resource's for Facilities.

1:04 A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis for the \$2,197 to remain. There was no further discussion. A voice vote was taken and the motion carried unanimously.

Fund 30 Intergovernmental

Grand total \$1,243,474 Page 84

1:05 A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis to approve the amount of \$1,243,474. There was no further discussion. A voice vote was taken and the motion carried unanimously.

Fund 40

Transfer Out

40.097.05998-05999\$102,160 Page 85

It was noted that this line entailed non-reimbursement of contractual allowances - what we pay if the state does not reimburse us - and is a guesstimate.

1:08 A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis to keep this at \$102,160. There was no further discussion. A voice vote was taken and the motion carried unanimously.

Marketing

40.492.10001-22093\$131,733 Page 86

County Manager explained this department includes a position moved from Social Services, held by Cassie Pederson. Gail Bicknell is the department head.

1:09 A motion was made by Commissioner Nelson and seconded by Commissioner Clarke to approve the \$131,733. No further discussion. A voice vote was taken. Commissioner Clarke and Nelson approved of the motion. Commissioner Jarvis opposed. Motion carried by majority.

Administration Nursing Home

40.500.10001-2300

Positions in this department include Julie Woodman (Office Manager), Sandy Dansereau (Account Clerk) and Jen (Secretary). \$202,583 is mainly the contract services, on top of the Genesis Administrative services. Commissioner Nelson requested a spread sheet reflecting the savings and increase of Nursing Home revenues since the Genesis Administration began. He'd like a six-month reflection with projection, also.

1:24 A motion was made by Commissioner Nelson and seconded by Commissioner Clarke to approve the \$1,240,133. Jarvis noted that \$20,000 under Accountant is for the Audit. There was no further discussion. A voice vote was taken. Commissioner Clarke and Nelson approved of the motion. Commissioner Jarvis did not indicate nay or yeah. The motion carried with the majority.

Depreciation Expense

40.510.21098\$0 Page 89

Nothing noted.

Human Resources

40.520.10001-22093\$0 Page 90-01

It was noted that this was moved to the Fund 30 lines.

Dietary

40.530.10001-22093\$1,421,416.00 Page 92

County Manager requested Ms. Violette to, in the future, breakdown the amount by part time vs. full time employees.

SIDE NOTE: Commissioners requested of County Manager and Ms. Violette to reflect consistency in the explanation of the contract services line in Administration of Nursing Home.

1:49 A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis to approve \$1,421,416. There was no further discussion. A voice vote was taken and the motion carried unanimously.

Nursing

40.540.10001-22093\$5,889,275.00 Page 93 - 94

Commissioner Nelson requested, from the County Manager, a comparison of FTE's for RN, LPN and LNA between FY 05 and FY 06. Minute taker took copy of "2006 Budget Notes - Nursing Salary Expense" a report Rep. Ferland created. Commissioners decided to approve the amount, tentatively, until the requested information is received; at which time, if they want to

make changes they will submit those changes to the EFC Chair.

2:13 A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis to approve the \$5,889,275. Discussion: This approval is done with the understanding the Commissioners receive the statistical spreadsheet requested. A voice vote was taken and the motion carried unanimously.

Nursing On Call

40.541.10002-21098\$0 Page 95

2:24 A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis to approve the \$0. There was no further discussion. A voice vote was taken and the motion carried unanimously.

COPS Grant \$0 Page 96

Operation of Plan \$0 Page 97 - 98

Laundry & Linen

40.560.10001-22093\$289,247 Page 99

County Manager noted that Ms. Presch's salary was split between departments last year and is now placed in Fund 30.

2:25 A motion was made by Commissioner Nelson and seconded Commissioner Jarvis to approve the \$289,247. There was no further discussion. A voice vote was taken and the motion carried unanimously.

Housekeeping

40.570.10001-22093\$556,426 Page 100

2:26 A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis to approve the amount. There was no further discussion. A voice vote was taken and the motion carried unanimously.

Physician & Pharmacy

40.580.12029-21098\$20,600 Page 101

2:27 A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis, to approve the \$20,600 - level funding it. Discussion: group found an error and decided \$7,000, shown in General Supplies should be under Drugs Billable line; this does not change total of department. A voice vote was taken and the motion carried unanimously.

Medicare Part A

40.585.12029-21098\$243,500 Page 102

Commissioner noted the "Cty Mgr" column, under Contract Services, should not reflect \$13,600, but zero. Ms. Violette reminded group the County Manager submitted the amount on his budget and that it would remain, but that the "Comm" column reflected that the Commissioners changed it to zero.

2:30 A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis to approve the \$243,500 for the department. There was no further discussion. A voice vote was taken and the motion carried unanimously.

Medicare Part B

40.586.12029-21098\$147,530 Page 103

2:35 A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis to approve the \$147,530. There was no further discussion. A voice vote was taken and the motion carried with all in favor.

Special Services

40.590.12029\$0 Page 104

No action taken.

Physical Therapy

40.591.10001-21098\$7,000Page 105

2:36 A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis to approve the amount. There was no further discussion. A voice vote was taken and the motion carried unanimously.

Occupational Therapy

40.592.10001-21098\$6,000Page 106

2:37 A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis to approve the amount at \$6,000. There was no further discussion. A voice vote was taken and the motion carried unanimously.

Recreational Therapy

40.593.10001-22093\$255,269 Page 107

County Manager indicated the department held 5.8 FTE's. It was noted Mr. Hemenway originally budgeted 7 FTE's, but after it had been reviewed, administration found that the schedule could be staggered, and include more evening coverage.

2:41 A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis to approve at \$255,269.00. There was no further discussion. A voice vote was taken and the motion carried with all in favor.

Social Services

40.594.10001-22093\$170,799 Page 108

County Manager noted increase due to employee going to family coverage.

2:44 A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis to level fund at \$170,799. There was no further discussion. A voice vote was taken and the motion carried unanimously.

Speech Therapy

40.595.11012-21098\$0 Page 109

No action.

Dental Service

40.596.12029-21098\$21,918 Page 110

2:45 A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis to approve the amount. There was no discussion. A voice vote was taken and the motion carried unanimously.

Principal & Interest on Bond

40.970.20090-20091\$498,996 Page 111

Apr 25, 2005 Special Budget Work Session

Apr 25, 2005 Meeting Minutes Approved June 7, 2005 Meeting.

It was noted this was the Nursing Home's portion of the County's sewer project update to Claremont City and bond.

2:47 A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis to level fund at \$498,996. There was no discussion. A voice vote was taken and the motion carried unanimously.

Transfer In/Out

40.997.09900\$233,088 Page 112

It was noted this was a transfer out of the Nursing Home item for Human Resources, and therefore, transferred to the Fund 30.

2:47 A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis to approve the amount. There was no discussion. A voice vote was taken and the motion carried with all in favor.

Nursing Home

Total \$11,235,090 Page 113

2:48 A motion was made by Commissioner Nelson and seconded by Commissioner Clarke to approve the amount. There was no discussion. A voice vote was taken and Commissioner Nelson and Clarke approved, with Commissioner Jarvis opposing. The motion carried with the majority.

Fund 42

From Page 114 - 130 Department Lines all showed zero. No action taken on them.

Cooperative Extension Services

42.475.21096-21098\$2,800Page 131

County Manager noted the funds were there for new computers.

2:52 A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis to reconsider the Extension Service Budget line. There was no discussion. A voice vote was taken and carried unanimously.

2:53 A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis to move the \$2,800 from 42.475.2107 back into their line [department 10.475], to make this line [42.475.21097] a zero. There was no discussion. A voice vote was taken and the motion carried unanimously.

From Page 132 - 133 department lines show zero. No action taken.

Woodhull Complex

42.497.21096-21098\$153,000 Page 134

County Manager discussed the itemized breakdown, which includes generator, insulating, exterior painting and restoration - Phase 1 of multi year project.

2:56 A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis to level fund. There was no further discussion. A voice vote was taken and the motion carried unanimously.

From Page 135-137 department lines show zero. No action taken.

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Dietary

42.530.21096-21096-21098\$8,000Page 138

County Manager discussed expenses for air curtain and refrigerators for kitchen.

2:58 A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis to level fund at \$8,000. There was no further discussion. A voice vote was taken and the motion carried unanimously.

Nursing

42.540.21096-21098\$146,250 Page 139

County Manager explained this was all items for the Stearns rooms, which includes: renovations of beds, new bed tables, bedside chairs, electric beds and mattress, night stands, new blinds for ground floor, rehabilitation room and business office and new drapes. With the exception of the blinds for the ground floor, this is a three-year project.

3:00 A motion made by Commissioner Nelson and seconded by Commissioner Jarvis to approve the amount. There was no further discussion. A voice vote was taken and carried unanimously.

42.541.21096-21098Nursing On-Call \$0

42.545.21096-21098COPS Grant \$0

As these lines were zero, no action was taken.

Operation of Plant

42.550.21096-21098\$771,500 Page 142

County Manager reviewed the details of 42.550.21096 line of \$691,500: \$47,500 for Ahern Building renovations, \$24,000 for security system at Nursing Home, \$10,000 for Administration Department carpeting, \$25,000 asphalt repairs on driveway, fire alarms system upgrade, \$3,500 for new furnace, Stearns and Sanders generator replacement, \$204,000 for Nursing Home HVAC upgrade- this will be the first of a three phase project, landscape for curb appeal, \$15,000 new signs for entire Unity facility, relighting project to reduce energy consumption, renovations of shower rooms on all Stearns floors, and demolition of outbuildings. Commissioner Jarvis sees no reason to do landscaping at this point when there will be renovations and asphalt work on driveway in progress, plus she is "iffy" on the signs. Commissioner Clarke okay to leave landscaping in, but would remove asphalt as it's work behind the Nursing home and it may take abuse when HVAC and radiant work being done. Commissioners decided Mr Chanis should be contacted to find out what landscaping funds are needed just for areas not affected by any building demolitions or HVAC/radiant work. Commissioners decided to remove the \$25,000 for asphalt work and to leave \$12,500 for landscape.

Group discussed 42.550.21097 Capital Equipment Purchases at \$80,000. Commissioner Clarke indicated he'd like to remove the funds for new pick up, discussing conversation he had with person who worked on the vehicle, who indicated for the low mileage the vehicle had, it was driven very hard. A suggestion was made to remove the truck body and replace with a sander. It was noted the truck had been seen with a snow plow during numerous times when there was no snow - reduces vehicle quality fast. Group decided to reduce that line by \$25,000.

3:23 A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis to reduce the department end total from \$771,500 to \$709,000. There was no further discussion. A voice vote was taken and the motion carried unanimously.

Laundry and Linen

42.560.21096-21098 \$29,500 Page 143

Group discussed line details.

3:24 A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis to level fund at \$29,500. There was no further discussion. A voice vote was taken and the motion carried unanimously.

42.570 Housekeeping Page 144 \$0

42.580 Physician & Pharmacy Page 145 \$0

42.590 Special Services Page 146 \$0

42.591 Physical Therapy Page 147 \$0

42.592 Occupational Therapy Page 148 \$0

42.593 Recreational Therapy Page 149 \$0

42.594 Social Services Page 150 \$0

42.595 Speech Therapy Page 151 \$0

42.596 Dental Service Page 152 \$0

42.597 Bldg. Addition & Major Renovation Page 153 \$0

42.598 Long Term Debt. Page 154 \$0

42.599 Bldg. Addition & Major Renovation Page 155 \$0

As these department lines showed zero, no action was needed.

Department of Corrections

42.600.21096-21098 \$208,695 Page 156

County Manager noted that \$125,000 is for architectural assessment and criminal justice assessment, flooring upgrade, camera upgrades, fence upgrade, running the fiber optic from the Nursing Home to the DOC building, and pneumatic A/C controls update.

3:32 A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis to level fund at \$208,695. There was no further discussion. A voice vote was taken and the motion carried unanimously.

42.645 Page 157 \$0

42.700 Page 158 \$0

42.745 Page 159 \$0

As amounts were zero on these departments' lines, no action was needed.

Capital Improvements

Fund 42 \$1,319,745 Page 160

3:38 A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis to reduce that amount to \$1,254,445. There was no discussion. A voice vote was taken and the motion carried unanimously.

Page 161 Grand Total

3:39 A motion was made by Commissioner Nelson and seconded by Commissioner Clarke to reduced the Grand Total to \$239,929,020. There was not further discussion. A voice vote was taken. Commissioner Clarke and Nelson were in favor. Commissioner Jarvis opposed. The motion carried with majority.

Subsidiary Revenues

10.100.0400 \$10,492,764 Page 1

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It was indicated that this amount would change to reflect the changes throughout the meeting. (This amount changed to \$10,428,614 per verbiage received from Violette to minute taker after meeting).

3:50 A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis to adjourn the meeting. There was no further discussion. A voice vote was taken and the motion carried unanimously.

Respectfully submitted,

A handwritten signature in cursive script that reads "Ethel Jarvis".

*Ethel Jarvis, Clerk
Board of Commissioners*

EJ/s.j-c.